


ORDINANCE BY:

Clate Winslow
E. Vanell Skward-Mosley




AN ORDINANCE AMENDING THE 2004 JOB TRAINING GRANT FUND BUDGET BY ANTICIPATING AND APPROPRIATING \$1,983,674.00 IN THE WORKFORCE INVESTMENT ACT (WIA) YOUTH FUNDS AND \$26,480.00 IN SUB-GRANT FUNDS.

WHEREAS, the City of Atlanta administers WIA programs under contract to the Atlanta Workforce Development Agency and the City provides staff listed in the Unclassified Service needed to operate WIA programs for City residents; and

WHEREAS, the AWDA has received a grant award for its YOUTH allocation of \$1,983,674.00 for Program Year 2004 (beginning July 1, 2004); and whereas, the City of Atlanta has received a sub-grant from the Cobb and Douglas County Community Services Board of \$26,480 to purchase equipment to expand services and increase accessibility of the One-Stop Center for the handicapped.

WHEREAS, the Budget Commission of the City of Atlanta anticipates increasing receipts in the Job Training Grant Fund by \$1,983,674.00, in Youth funds, and \$26,480 in sub-grant funds. .

THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA AS FOLLOWS:

SECTION 1: That the 2004 WIA Youth Job Training Fund be and hereby is amended as follows:

ADD TO ANTICIPATIONS

1B07 XXXXXXXXXX	Georgia Department of Labor	
	Workforce Investment Act	
632101	State Grant/Entitlements	<u>\$1,983,674.00</u>

ADD TO APPROPRIATIONS

1B07 XXXXXXXXXX	Georgia DOL-WIA	
	Administrative Appropriations	\$ 198,367.00

7*****

1B07 XXXXXXXXXX	GDOL-WIA	
	Non-Administrative Appropriations	<u>\$1,785,307.00</u>

1B07 XXXXXXXXXXXX 7*****	GDOL-WIA Appropriations	<u>\$1,983,674.00</u>
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ADD TO ANTICIPATIONS

1B07 XXXXXXXXXXXX 632101	Cobb and Douglas County Community Services Sub-Grant/Entitlements	<u>\$26,480.00</u>
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ADD TO APPROPRIATIONS

1B07 XXXXXXXXXXXX 7*****	Cobb and Douglas County Community Services Board Administrative Appropriations	\$ 0.00
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1B07 XXXXXXXXXXXX	Cobb and Douglas County Community Services Board Non-Administrative Appropriations	<u>\$26,480.00</u>
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1B07 XXXXXXXXXXXX 7*****	Cobb and Douglas County Community Services Board Appropriations	<u>\$26,480.00</u>
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SECTION 2: That appropriations are classified by Administration, and Non-Administration, that the Chief Financial Officer, or his/her designee may transfer funds from cost center to cost center, and that documentation must support the transfer request and include all pertinent information relevant to the transfer, with the stipulations that (1) No appropriations may be transferred between titles without proper authorization from the Georgia Department of Labor and the City Council; and (2) The maximum fund allowed to be transferred and/or expended in the established WIA Adult, WIA Youth, WIA Dislocated Workers and WIA Emergency Funds, Administration and Non Administrative cost centers does not exceed ten percent (10%) and ninety percent (90%), respectively.

Section 3: Automobile allowances for the following positions shall be charged to and paid from
Account Number 1B07527011 Y71X0201JA90.

<u>POSITION</u>		<u>Classification</u>			<u>Classification</u>
<u>NBR</u>	<u>JOB CODE</u>			<u>JOB CODE</u>	
9460	711012	Career Advisor, Prin.	9471	312120	AWDA Manager
17724	711006	AWDA Planner	17271	711008	Career Advisor, Sr.
24142	413004	Community Support Asst.	17126	312191	AWDA Executive Director
11033	711008	Career Advisor, Sr.	53013	312162	Community Staff Coord. II
9458	711006	Community Staff Coord. II	17991	711021	AWDA Project Manager
24143	711021	AWDA Project Manager	9464	311076	Accounting Technician, Sr.
36376	711022	AWDA Program Supervisor	9393	312171	Grants Development Officer
22170	311074	Accounting Technician	9392	711022	AWDA Program Supervisor
9461	711005	AWDA Program Monitor	22173	317001	Contracts Coordinator
11045	711022	AWDA Program Supervisor	24297	711008	Career Advisor, Sr.
11035	711008	Career Advisor, Sr.	53014	314011	Spec. Projects Coordinator
11034	711008	Career Advisor, Sr.	9470	312306	One-Stop Manager
22174	317001	Contracts Coordinator	22273	314003	Office Manager
17270	711008	Career Advisor, Sr.	53015	311095	Accounting Manager, Sr.
22184	711007	AWDA Program Supervisor	24144	711021	AWDA Project Manager
20050	311040	Financial Manager	9457	711006	AWDA Planner
22042	711007	AWDA Program Supervisor	17272	711003	AWDA Recruiter
22181	711008	Career Advisor, Sr.	13066	312162	Community Staff Coord. II
17266	711022	AWDA Program Supervisor	22182	711008	Career Advisor, Sr.
20418	711008	Career Advisor, Sr.	24133	711001	Career Advisor
24298	711008	Career Advisor, Sr.	11040	711003	AWDA Recruiter
			9459	711006	AWDA Planner

Section 4: That the positions contained herein and the associated approval automobile allowance are contingent upon Georgia State Department of Labor, Workforce Investment Act Division, funding said positions shall be vacated at such time as said funding ceases to be available for the purpose of funding these positions.

Section 5: **ABOVE-ENTRY HIRING AUTHORIZATION:**

ACCOUNT NUMBER	POS NO.	NO. POS.	CLASSIFICATION TITLE	CLASS CODE	PAY GRADE	SALARY STEP	ANNUAL SALARY
1B07511001 Y71X0201J90	22274	1	Community Coordinator	320011	14	5	\$30,880.00- 43,328.00

Section 6: That all ordinances and parts of ordinances in conflict herewith be and the same are hereby repealed.

AWDA
April 30, 2004

GEORGIA DEPARTMENT OF LABOR
GEORGIA WORKFORCE INVESTMENT ACT (WIA) SYSTEM
STATEMENT OF GRANT AWARD

RECIPIENT: City of Atlanta

LOCAL WORKFORCE AREA: 003 **REGION:** 03

GRANT NO: 15-04-11-03-003

GRANT PERIOD:

FROM: 4/1/2004 **THRU:** 6/30/2006

GRANT YEAR: PY 2004

PROGRAM TITLE/TYPE: I Youth Program

CFDA NO: 17.259

TOTAL FUNDS:	\$1,983,674
Administrative	\$198,367
Program	\$1,785,307

This award is hereby made, in the amount and for the period shown above, from a grant under the Workforce Investment Act of 1998 (P.L. 105-220), as amended, to the above mentioned recipient, and in accordance with the Workforce Investment Plan project application. This award is subject to any attached assurances, revisions, special conditions, or waivers.

This award is subject to all applicable rules and regulations, and conditions as prescribed by the Georgia Department of Labor (GDOL) and the United States Department of Labor. It is also subject to such further laws, rules, regulations and policies as may be reasonably prescribed by the State of Georgia or the Federal Government under Public Law 105-220, as amended.

This grant becomes effective on the beginning of the grant period, provided that within thirty (30) days of the award execution date (below), the properly executed original Statement of Grant Award and any of the attached properly executed revisions, waivers and special condition statements are returned to Georgia Department of Labor.

- _____ This award is subject to Certification Regarding the Role of the Local Grant Recipient
- _____ This award is subject to Subrecipient Designation (if applicable)
- X This award is subject to Liability Waiver
- X This award is subject to Certification on Nondiscrimination and Equal Opportunity Requirements
- X This award is subject to Certification Regarding Drug-Free Workplace Requirements
- X This award is subject to Certification Regarding Debarment and Suspension
- X This award is subject to Certification for Lobbying
- X This award is subject to Statement of Assurances
- _____ This award is subject to special conditions (attached)




Georgia Department of Labor
Deputy Commissioner

APR 13 2004

Date Executed

I, Deborah Lum, (typed) acting under my authority to contract on behalf of the recipient of the above described grant, hereby agree to the terms, conditions, assurances and certifications, checked above or incorporated by reference therein and do hereby accept this Grant Award.

4/30/04
Date of Acceptance



Authorized Signature

Deborah Lum

Title (typed)

Cobb/Douglas Community Services Board, Inc.
CONTRACTUAL AGREEMENT

SECTION I:

ADMINISTRATIVE INFORMATION:

Type of Contract:

☐ Expense ☒ Cost Reimbursement ☐ Non Financial
☐ Revenue ☐ Fixed Price

Contract Period: 04/01/2004 to 03/31/2005 **Nonprofit Organization:** ☒ Yes ☐ No

Total Obligation: \$ 26,480
Federal: \$ 26,480
State: \$
Match: \$

Funding Source(s): U.S. Department of Labor
Contract Purpose/Service: Project Access
CFDA #, if appropriate:

Contact Person: Kip Slade
Fax #: (770) 528-8078

Telephone #: (770) 528-8074
E-Mail Address: kslade@cobbcsb.com

SECTION II:

PARA #2-1 CONTRACT BETWEEN:

This agreement is made and entered into in Smyrna, Cobb County, State of Georgia, between the Cobb and Douglas County Community Services Board, which has its principal office at 3830 South Cobb Drive, Suite 300, Smyrna, GA 30080, and which is a public agency created under O.C.G.A. Title 37, Chapter 2 (hereinafter referred to as "CDCSB"),

AND

Atlanta Workforce Development Agency

which is a ☐ private for profit corporation, ☐ private not-for-profit corporation, ☒ public not-for-profit organization, ☐ partnership, ☐ limited liability company, ☐ other: organized under the laws of the State of Georgia, and legally empowered to contract (hereinafter referred to as the Contractor),
Federal ID Number: 58-1336367 or Social Security Number: .

Nothing contained in this contract shall be construed to provide that the Contractor or any of its employees, agents, or subcontractors is a partner, employee, or agent of CDCSB, nor shall either party to this contract have any authority to bind the other in any respect.

PARA #2-2 PERIOD OF CONTRACT:

This contract has an effective date of 04/01/2004, and shall terminate on 03/31/2005, unless terminated earlier under other provisions of this contract, or extended through a written modification signed by both parties. All activities or services under this agreement shall begin on or after 04/01/2004 and shall terminate by the close of business on 03/31/2005. CDCSB will not pay for any costs incurred before or after the dates indicated.

Project Access

Section II: Project Design (40 Points) (6-8 pages)

A. Please provide a brief organizational description and history of the applicant organization.

The Workforce Investment Act of 1998 (WIA) established comprehensive reform of existing Federal Job Training programs and superseded the Job Training Partnership Act of 1982. The Atlanta Workforce Development Agency (AWDA), formerly called the Private Industry Council of Atlanta, is the City's governing organization that administers WIA services, programs, and activities to the City's adults, youth, and dislocated workers. AWDA's Board, a Georgia non-profit corporation, is appointed by the Mayor and is composed of private sector businesses (51%) and public/non-profit (49%) organizations. WIA mandates that each local workforce area have a physical location, called a One-Stop, and may link electronically to partner agencies and satellite sites. AWDA's One-Stop Center is located at 818 Pollard Boulevard, and is conveniently located for all customers.

At this location, two (2) state of the art computer labs are accessible to all customers. Each lab offers computer internet access, fax machines, audio/visual career exploration telephones, job search kiosk and, LCD projectors for instructional presentations.

B. Please indicate what general goal area your project will address (check all that apply):

✓ Expanded Services
Staff Development
Other _____

✓ Increased Accessibility
Direct Service

C. Please describe how the applicant organization has determine the need for services or project proposed. If the services are presently available, how will the proposed services enhance or complement those present services?

AWDA's One-Stop Center maintains a visitor register of all customers visiting the center. Approximately 1000 people visit the One-Stop Center each week, and 20%, or 200 of the visitors identified themselves as being "disabled". In addition the Department of Vocational Rehabilitation (DVR), a required WIA partner, has a service office in the One-Stop Center. AWDA refers customers to DVR continuously and equipment purchased would enhance the functionality of DVR services and each computer lab.

D. What is the geographic area your organization plans to serve under this project?

The State of Georgia is divided into twelve (12) workforce regions. The City of Atlanta is located in Region or Area 3. Region 3 includes the following areas: Atlanta, Fulton, DeKalb and Cobb counties, and the Atlanta Region Commission. AWDA is primarily responsible for servicing residents living in the City of Atlanta.

E. Do your proposed services target any specific groups or populations? If so, please describe.

AWDA is proposing to provide services to the disabled and challenged individual. This population of work capable individuals are underserved and under-represented in the employment and training program, which ultimately affects the labor market. AWDA would like to enhance its One-Stop facility, operations, and programs to better serve these individuals and to make readily available tools and equipment to encourage employment and training.

F. Please fully describe your local area plans to utilize sub-grant funding.

The basic objective of this grant is to increase and improve accessibility of workforce development services to people with disabilities and enhance the customers' experience of utilizing the One-Stop. AWDA has invested resources in re-structuring and building renovations to provide quality services with state of the art facilities. Funds received from this grant will enable AWDA to purchase additional hardware and software, for customers having:

- Impaired vision or blindness
- Hearing impairments
- Reading disabilities
- Mobility impairments

G. Please describe how other organizations serving people with disabilities will be engaged in this project. How will this initiative increase collaboration among disability-serving organizations in your local area?

AWDA is a part of a large network of social and service agencies/organizations. Forty-nine percent of its Board is from the public sector whose primary functions are to serve the community in education, health, job training, housing, and families. The Board has appointed the Youth Council that is comprised of the private and public sector, whose primary responsibilities are to youth issues and resolutions. AWDA marketing department will design announcement campaigns informing the community about the accessibility of services for people with disabilities at the One-Stop Center. Through its relationship with organizations, such as, Atlanta Public Schools, Atlanta Area Tech, and Vocational Rehabilitation, Department of Family and Children Services, and the Atlanta Housing Authority, increased collaboration will flourish. These organizations and many more already refer their clientele to AWDA and with the improved

accessibility for persons with disabilities, the One-Stop Center percentage of this population will double.

H. Please specifically explain how services will be expanded or accessibility increased by this project.

AWDA's primary responsibilities are to provide comprehensive employment and job training services to the customers. The main objective of all activities performed by AWDA staff is to generate employment for the customer. Currently, individuals with disabilities visiting the AWDA One-Stop Center are referred to Vocational Rehabilitation, or to other agencies for services. Providing the necessary tools, equipment, software, assessment, and programs for people with disabilities will allow AWDA to better serve them and offer service "often on the same day", rather having to wait or commute to another facility. Software and hardware will be installed in the Resource Room, a place where the job seeker spends hours in preparation of resumes, utilizing the fax or e-mail. The telephone room will allow the customer to make calls with special equipment for the hearing impaired. The Cyber Center, where software application is taught, will offer the customer the opportunity to learn or increase their abilities in the latest office software. AWDA will purchase equipment to service the needs for individuals needing GED, occupational and skills assessments, basic skills upgrade, and job search/related activities.

SECTION III: Accountability and Sustainability (25 Points) (3-4 pages)

A. What experiences has the applicant organization had in the delivery of these services? What expertise or technical assistance will be needed in the design of the program and service delivery?

AWDA through its local area network and One-Stop Partners, Atlanta Public Schools and Goodwill Industries, have provided services to individuals with disabilities. AWDA has operated a custodial training program for disabled youth and adults for over 20 years. The One-Stop counseling staff is trained to make initial assessment, administer the Test of Adult Basic Skills and other instruments that measure dexterity and physical capabilities.

B. What existing resources does the organization possess or plan to access to ensure program success?

AWDA will continue to use its funds to offer better services to customers with disabilities in the following ways:

- (1) Provide training for front line staff on how to counselor and work with people with disabilities;
- (2) Attend the statewide training sessions;
- (3) Subscribe to periodicals marketing to professionals and/or people with disabilities;

- (4) Include a plan of action in its State Plan for 2004-2005; and (6) Join a formal community group that serves as an advocate for individual with disabilities.

C. How will organization establish specific goals and outcomes for the project funded?

AWDA will establish goals focused on the accessibility of services offered at the One-Stop Center. AWDA's goals are to provide the following to "customers with disabilities":

- Same workforce development services and usages of equipment;
- Increase the number of Individual Training Accounts (tuition payments to training institutions);
- Improve job placement or encourage entrepreneurship

D. How will the organization measure the attainment of goals and outcomes? Will a specific instrument be used to measure progress of the program or participants?

AWDA is measured each program year by the State of Georgia's Performance Standards that include customers requesting job assistance service, number placed on jobs, length of time on the job, average wage of employment and certification or training obtained through AWDA/One-Stop Career Center. All customers with disabilities will be asked to attend the Agency's orientation, and immediately afterwards are entered into the AWDA's Virtual One-Stop database. Quarterly reports are generated from this information and all customers are reviewed to determine their progress. The Georgia Workforce System (a statewide system) is used to track the employment and training activities of each customer.

E. Will services continue after the end of this grant award (June 30, 2005)? If so, how will those services be supported without the presence of grant funds?

As a result of this grant, AWDA will increase the number of customers with disabilities that are served in a program. The projected increase will justify a request for additional funds from the Department of Labor for the next program year. Additionally, the Agency will also request the City of Atlanta to support an initiative that improves the accessibility of workforce development services to customers with disabilities.

ASSISTIVE TECHNOLOGY PRODUCTS / PRICING

The following recommended listing of assistive technology and accessibility appliances is based on the need to increase accessibility for people with disabilities throughout Georgia's Workforce Development system. The equipment is considered necessary to enable individuals with functional limitations to gain full and equal access to the services available in the centers.

The pricing included comes from the website information. It is recommended that a distributor is used in order to have access to the most current product features and pricing deals.

1. Kurzweil 3000 Software (Kurzweil) \$1,495.

This program provides reading, writing and learning software for people with language and literacy difficulties. It also provides access to the web with voice output and highlighting features

http://www.kurzweilededu.com/products_k3000win.asp

2. Braille Embosser (Romeo 50 – Enabling Technologies) \$2,895 plus shipping **One per county**

This provides for Braille printing of documents for blind users. This will provide an accommodation for information that needs to be in hard copy and/or taken from the center. A dedicated PC needs to be available for the printer.

<http://www.brailler.com/>

3. Braille Translator Software (Duxbury) \$595

This software prepares the document for Braille printing by setting up the pages and formatting so that the document will be printed in the most effective way. Other features are provided

<http://www.duxburysystems.com/products.asp>

4. Screen Magnification Software (Zoomtext – Ai Squared) \$595

This software magnifies the all windows applications and text on the screen from 2X to 16X to assist people with low vision. The version 8.1 has screen reading capacity
<http://www.aisquared.com/index.htm>

5.. 21 inch computer monitor Shop most competitive rate i.e. Circuit City \$450

6. Flatbed Scanner Shop most competitive rate i.e. HP, Cannon \$199

This equipment is needed for someone to be able to scan hardbound documents into computer hard drive so that the material can be read by JAWS, Zoomtext, or accessed with keyboard and mouse alternatives

7. On Screen Keyboard Software (Reach Interface) \$479

This provides an alternative to keyboard functions using mouse to select keys
<http://www.ahf-net.com/reach.htm>

8. Trackball Mouse (Kensington Technology Group) \$93.55
<http://www.kensington.com/html/1436.html>

9. Space Saver Keyboard (Datalux) \$150

Provides one-handed typing as well as mouthstick typing
<http://www.datalux.com/keyboards/glidepoint.asp>

10. TTY (SuperPrint 4425) \$499.

Provides telephone access for the deaf to be used with another TTY or with the Relay Service.
<http://www.marilynelectronics.net/products/text-telephones/superprint-4425a.htm>

11. Portable Telephone Amplifier (MaxiAids) \$19.95

<http://www.maxiaids.com/Scripts/default.asp?idstore=2>

12. FM Listening System (Hearit #500) \$875.

This is to assist with one-on-one training with someone with hearing loss. Can be used in a meeting to help someone hear what is being said by one speaker. The microphone can be passed around.

<http://www.hearitllc.com/prodr.htm>

13. Talking Multilingual Translator (Aim High, Inc. TR9903) \$159.95

Translates English to 10 languages with 4 lines of text
<http://translationsoftware.aimhi.com/>

14. Accessible Workstation (SIS Bi-level) \$1,234

Crank adjustable computer workstation
http://www.backbenimble.com/sis/rect_bilevel_5850_5851.htm

15. Automatic door opener

I saw the one at the CobbWorks. This seems to be a good product for the centers to use. I was not able to get a name.

16. Voice Recognition Software (Dragon NS Pro) \$695.

<http://www.pc-squared.com/dragonplus.htm>

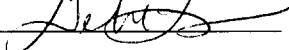
17. General computer system for ideal capacity:

- Intel® Pentium® III / 500 MHz processor (or equivalent AMD processor)
- 128 MB RAM 300 MB free hard disk space
- Microsoft® Windows® XP, Millennium, 2000, 98 SE, or Windows NT® 4.0 (with SP-6 or greater)
- Creative® Labs Sound Blaster® 16 or equivalent sound card supporting 16-bit recording

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE: GREG PRIDGEON, CHIEF OF STAFF
(For review & Distribution to Execution Management)

Commissioner's Signature: _____

Director's Signature: 

From: Origination Dept.: Atlanta Workforce
Development Agency

Contact (name): Jerry Rucker

Committee(s) Purview: CDHR

Committee Deadline: _____

Committee Meeting Date(s): 6/1/04 City Council Meeting Date: 6/7/04

CAPTION:

AN ORDINANCE AMENDING THE 2004 JOB TRAINING GRANT FUND BUDGET BY ANTICIPATING AND APPROPRIATING \$1,983,674.00 IN THE WORKFORCE INVESTMENT ACT (WIA) YOUTH FUNDS AND \$26,480.00 IN SUB-GRANT FUNDS.


BACKGROUND/PURPOSE/DISCUSSION:

The City, through the Atlanta Workforce Development Agency, administers WIA activities through grants from the State. The AWDA has received a grant award for its YOUTH allocation of \$1,983,674.00 for Program Year 2004 (beginning April 1, 2004); and a sub-grant from the Cobb and Douglas County Community Services Board of \$26,480 to purchase equipment to expand services and increase accessibility of the One-Stop Center for the handicapped.

FINANCIAL IMPACT (If Any):

The Budget Commission of the City of Atlanta anticipates increasing receipts in the Job Training Fund by \$1,983,674 in Adult funds and \$26,480.00 in sub-grant funds.

Mayor's Staff Only

Received by Mayor's Office: 5.11.04 
(date) (initials)

Reviewed by: 

Submit to Council: _____
(date)

Action by Committee: _____ Approved _____ Adverse _____ Held _____ Amended
_____ Substitute _____ Referred _____ Other

04-0-0932

(Do Not Write Above This Line)

Alta Hines
AN ORDINANCE AMENDING THE 2004 JOB TRAINING GRANT FUND BUDGET BY ANTICIPATING AND APPROPRIATING \$1,983,674.00 IN THE WORK-FORCE INVESTMENT ACT (WIA) YOUTH FUNDS AND \$26,480.00 IN SUB-GRANT FUNDS.

Edward Stuart M. Davis

- ☐ CONSENT REFER
- ☐ REGULAR REPORT REFER
- ☐ ADVERTISE & REFER
- ☐ 1st ADOPT 2nd READ & REFER
- ☒ PERSONAL PAPER REFER

Date Referred 05/17/04
Referred To: CD/HK
Date Referred
Referred To:
Date Referred
Referred To:
Date Referred
Referred To:

Committee _____
Date _____
Chair _____
Referred to _____

First Reading

Committee

Date

Chair

Action:

Fav, Adv, Hold (see rev. side)

Other:

Members

Refer To

Committee

Date

Chair

Action:

Fav, Adv, Hold (see rev. side)

Other:

Members

Refer To

Committee

Date

Chair

Action:

Fav, Adv, Hold (see rev. side)

Other:

Members

Refer To

FINAL COUNCIL ACTION

☐ 2nd ☐ 1st & 2nd ☐ 3rd
Readings

☐ Consent ☐ V Vote ☐ RC Vote

CERTIFIED

MAYOR'S ACTION